



ANTONIO VAZQUEZ
CHAIRMAN
CALIFORNIA STATE BOARD OF EQUALIZATION

MEMORANDUM

Date: December 1, 2023

To: Sally J. Lieber, Vice-Chair
Ted Gaines, Board Member
Mike Schaefer, Board Member

From: Antonio Vazquez, Chairman
Malia M. Cohen, State Controller

Re: **December 12, 2023, Board Meeting: Agenda Item 17, Board Member Strategic Plan Review and Update; Goal 2.b.**

A full, updated report on the priorities, actions, and progress related to the Board Member Strategic Plan was presented on October 19, 2022. At that meeting, we briefly reviewed items still in progress and confirmed the items that were completed, which included Goal 2.b. Goal 2 is to “Establish and meet workload priorities and provide direction for Members to achieve statewide objectives and workload in a manner that ensures maximum transparency and opportunity for open discussion.” Goal 2.b. is to “Clarify the guidelines for determining Board Agenda Items L and M as it pertains to vetting emerging issues and public policy actions by the Board.”

Under Goal 2.b., the Board developed guidelines for full transparency on each Board Meeting agenda by establishing two categories, Item L for emerging issues and Item and M for public policy actions, and adopted the *Board Meeting Agenda Template* (Rev. 1/29/20). As a result, I represented to the Board and to the Executive Director that this matter was therefore completed.

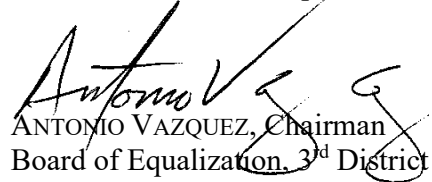
However, the Board later established Work Groups that hold hearings apart from other Board public policy hearings, and in 2023 the Board simplified the agenda, resulting in some variances with the original 2020 Guidelines. In addition, the Executive Director and I recently recognized that Board actions sometimes result in actions, projects, or on-going workload efforts that involve her staff, which necessitate a separate agenda category.

To address these changes, I have discussed with the Executive Director the following updates in the agenda categories so as to maintain consistency with Goal 2 and the underlying purpose of our Guidelines for openness and full transparency in our Board meetings:

- L Item Category will be designated on each agenda as “*Board Member Matters*”
- M Item Category will be designated on each agenda as “*Public Policy Hearing Matters*”

- New Category for Board directive actions will be designated “***Report on Board Directive Actions.***” This new category will come before the Executive Director’s Reports.

I would like to discuss this during our December 12, 2023, meeting and request your input and support with the view toward ensuring that we are properly addressing this item with clarity and simplicity in the best interests of the public and the ED and staff.


ANTONIO VAZQUEZ, Chairman
Board of Equalization, 3rd District

cc: Ms. Deborah Bautista-Zavala, Chief Deputy, Office of Member Antonio Vazquez
Mr. Gary Gartner, Chief Deputy, Office of Vice Chair Sally Lieber
Mr. Matt Cox, Chief Deputy, Office of Member Ted Gaines
Mr. Cody Petterson, Chief Deputy, Office of Member Mike Schaefer
Mr. Hasib Emran, Deputy State Controller
Ms. Yvette Stowers, Executive Director